



Howick Primary School

Board

Inspiring confident life long learners

MINUTES

Location: Google Meet

Date: 21 March 2022

Time: 19:05

Committee Members	Title
Callum Hey	Chair
Leyette Callister	Principal
Anita Vaseegaran	Treasurer
Franchelle Barker	Property
Nicola Kay	Personnel
Kristen Oliphant	Staff Representative
Val Williams	Secretary

Apologies:

Rian Swart	Health and Safety
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BOARD PAPERS ACTION REQUIRED GUIDE

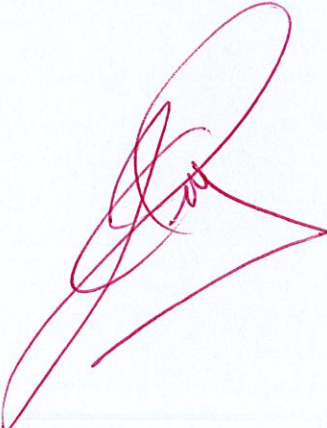
For Approval	The matter needs to be considered and approved by the Board, by consensus or majority vote of members.
For Recommendation	The matter needs to be considered and recommended by the Board before it is presented to another forum or the Ministry.
For Noting	The matter is presented for noting or information only. No decision is required from the Board.



Item #	Agenda Item	Presented By	Est. Time allotted	Action Required
1	<p>Welcome Declaration of Conflict of Interest Minutes of Previous Meeting Review of Actions</p> <p><u>Documents</u></p> <ol style="list-style-type: none"> 1. 202202 BoT Meeting Minutes <ol style="list-style-type: none"> a. Moved: Chair b. Seconded: Personnel 2. Copy of BOT Actions - 2022 	Callum Hey	10 minutes	Approval
	<p>Principal's Report</p> <p><u>Documents</u></p> <ol style="list-style-type: none"> 1. March 2022 - Principal's report Email to go out regarding things like parenting. Board suggestions made were: *Speaker series - first free, then donations. *How to be an active member of the school community. *Parents gathering, with a Board representative there. *Encourage parent opportunities to have input. *Staff Rep: talked about BSL programme. Meeting arranged for Thursday next week. *Next meeting of achievements plan and sharing data with other schools. Kept anonymous - no names. *Newsletter would be a good idea even by end of this term. Format to be part of the email, rather than an attachment that might not be received. <p>Arrangements are being made to give out homeschooling packs for the students being kept at home.</p> <p>Coaching is a big part of our development plan and we have plans in place to support them.</p> <p>Agency study - helping students to have a good understanding of self awareness, and modify the teaching to meet those needs - Two or three year programme. Principal believes that staff's plans are helping to overcome the writing difficulties experienced.</p> <p>Big plus for us to have the SENCO personnel in school.</p> <p>Property: Walk-around for Board personnel is planned Sunday 27 March between 9am and 3pm.</p> <p>Covid: HPS is following Ministry of Education guidelines which are often dictated to by the Ministry of Health. Have received RA test kits.</p> <p>ERO will be coming next term on 10th May.</p>	Leyette Callister	20 minutes	Discussion



	ZONING: HPS Happy with the result. a. Moved: Principal b. Seconded: Chair			
2	Board meetings were moved to the third week was so that expenses would look more understandable due to the timing. Principal explained that HPS is running to the budget.			
3	Correspondence In and Out <u>Documents</u> 1. Email to staff re-email content 2. Lurette's Resignation Announcement a. Moved: Chair	Callum Hey	5 minute3s	Approval
<i>In conformity with Section 48 of the Local Government Officials Information Act 1987 and in order to protect the privacy of natural persons under Section 9(2)(a) of the Official Information Act 1982, the Board moved into closed session.</i>				
4 @ 7:55 pm	In Committee Recruitment	Callum Hey		
The meeting will conclude at approximately 20:45				



 19/10/2022